

IOWA DEPARTMENT OF ADMINISTRATIVE SERVICES ▼

HUMAN RESOURCES ENTERPRISE

UTILITY ATTORNEY 1

DEFINITION

Performs professional legal work counseling and representing the Consumer Advocates' Office or Iowa Utilities Board in matters relating to the utility industry; performs related work as required.

The Work Examples and Competencies listed are for illustrative purposes only and not intended to be the primary basis for position classification decisions.

WORK EXAMPLES

Exercises significant responsibility for the development, preparation and presentation of utility cases before administrative agencies, courts of original jurisdiction and appellate courts; prepares all necessary legal documents including briefs.

Guides/advises professional consultants and expert witnesses; examines and cross-examines expert witnesses (e.g. professional consultants and investor owned utility officers/executives) and presents oral arguments.

Investigates complex issues of fact relating to economic, accounting and engineering operations of investor owned utilities.

Researches questions of law; recommends and drafts state/federal utility legislation, administrative rules and regulations.

Assists in the development of policy and strategy on utility regulatory issues; advises administrative agency and staff, and drafts agency decisions and orders.

COMPETENCIES REQUIRED

Knowledge of legal principles and their application to legal research methods.

Knowledge of the principles of administrative and constitutional law; of trial and hearing procedures and of the rules of evidence.

Ability to establish and maintain working relationships with co-workers, superiors, agency personnel and the general public.

Ability to analyze and apply legal principles, facts and precedents to difficult legal or factual problems.

Ability to present statements of fact, law and arguments clearly and logically orally or in writing.

Ability to present, argue or explain cases to administrative boards and commissions or to the courts.

Ability to draft legal instruments and documents.

Ability to be admitted to the Iowa State Bar at the time of the appointment.

Displays high standards of ethical conduct. Exhibits honesty and integrity. Refrains from theft-related, dishonest or unethical behavior.

Works and communicates with internal and external clients and customers to meet their needs in a polite, courteous, and cooperative manner. Committed to quality service.

Displays a high level of initiative, effort and commitment towards completing assignments efficiently. Works with minimal supervision. Demonstrates responsible behavior and attention to detail.

Responds appropriately to supervision. Makes an effort to follow policy and cooperate with supervisors.

Aligns behavior with the needs, priorities and goals of the organization.

Encourages and facilitates cooperation, pride, trust, and group identity. Fosters commitment and team spirit.

Expresses information to individuals or groups effectively, taking into account the audience and nature of the information. Listens to others and responds appropriately.

EDUCATION, EXPERIENCE, AND SPECIAL REQUIREMENTS

Graduation from an accredited law school and experience equal to three years of full-time work in the practice of utility regulation law;

OR

employees with current continuous experience in the office of the Consumer Advocate Office or Iowa Utilities Board that includes the equivalent of two years of full-time experience as an Attorney 1.

NOTE:

Law Clerk or Paralegal work is not considered a "practice of law."

Effective Date: 6/97 JG